

MINUTES

On 23/06/2019 the IQAC meeting commenced at 3:00 PM in the conference Hall. The Principal in charge welcomed the gathering. The coordinator presented the minutes of the previous meeting and its action taken report. The Agenda of the urgent meeting - studying the nuances in Teacher Education in NEP was then made clear.

AGENDA

1. Draft NEP - nuances in Teacher Education
2. Faculty Development Programmes
3. Fresh appointment of Teachers

Members

1. Dr. Alice Joseph
2. Dr. Betty P J
3. Dr. Marin Jose
4. Dr. Hemaletha P.K.
5. Dr. Rachel George M
6. Dr. Bindu Joseph
7. Dr. Taby Joy Kurian
8. Dr. Sicily A A
9. Dr. Siji John
10. Sr. Jessy M A
11. Sr. Juicy Joseph
12. Dr. Mary Joseph

13. Dr. Newly Joseph
14. Sr. Pushpamma Antony
15. Sr. Leena Manuel
16. Sr. Giracy Jacob
17. Dr. Josephine Joseph

*Mr. Gove
Bo. Secretary*

*Good Mrs.
Inpu TPS*

AGENDA 1 : Draft NEP - Nuances of Teacher Education

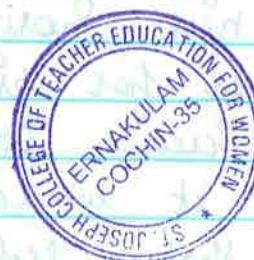
It was decided to appoint a committee to study the nuances of teacher education in the light of draft NEP. The need to update the faculty in this regard was suggested. The need to think of new horizons like upgrading the institution as a center for providing refresher courses for faculty of Arts and Science colleges could be thought of. It was also opined that it would be good if experts could be called in to throw light in this regard. Seeking the help of Prof. Sudhir MA UGC Emeritus, from Gandhigram in this regard could be good was told. It was decided to entrust a faculty to organise a workshop for this. The urgency to raise the institution as research center for Education was discussed and the research committee should be speeding up the process for the same was suggested.

AGENDA 2 : Faculty Development Programmes.

As part of the Faculty Development Programme it was suggested to organise conferences and seminars. It was opined that a seminar on Women's Right and POSCO Act would be good.

AGENDA 3: Fresh appointments of Teachers

As there has been two vacancies in the teaching post it was recommended to call in for fresh appointments so that the Student Teacher ratio could be maintained as 13:1. The principal was reminded to do the needful and apply for the Concurrence for the Post of General Education and Physical Science Education.

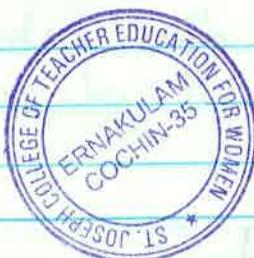


Principal

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Action Taken Report of the meeting held on 23/06/2019

1. Dr. Marin Jose was made the coordinator to organise an orientation for teachers on the 4 year integrated B.Ed programme in the coming months.
2. Faculty Development Programme - Rights of Women with special reference to POCSO Act was conducted on 2nd November 2019
3. Efforts to organize an International Conference in collaboration with CTEF was being made
4. The procedures for having fresh appointments has been initiated.



Alice Joseph
Dr. Alice Joseph

MINUTES

The meeting began on 30/12/2019 at 2.30 PM in the conference Hall with a silent Prayer. The Principal welcomed the gathering. The coordinator after presenting the minutes of the previous meeting and its action taken report, introduced the Agenda.

AGENDA

1. NAAC Accredition

2. International Conference

Members

1. Dr. Alice Joseph
2. Dr. Betty P.J.
3. Dr. Marin Jose
4. Dr. Hemaletha P.K.
5. Dr. Rachel George M
6. Dr. Bindu Joseph
7. Dr. Toby Joy Kurian
8. Dr. Sicily A.A.
9. Dr. Siji John
10. Sr. Jessy MA
11. Sr. Jincy Joseph
12. Dr. Mary Joseph
13. Dr. Newly Joseph
14. Sr. Pushpamma Anthony
15. Sr. Leena Manuel
16. Sr. Gracy Jacob
17. Dr. Josephine Joseph.

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AGENDA 1 : NAAC Accreditation

Dr. Betty P.J. briefed upon the matters related to NAAC Accreditation of Teacher Education Institutions. The news that NAAC had decided to reconsider the Teacher education institutions was welcomed by all. The AQAR preparation must be in the new format was reminded. It was also decided to redo the AQAR of the previous years in the new format.

AGENDA 2 : International Conference

As organising an International Conference would incur expenses it was suggested that the funds for the same need to be pooled by finding sponsors. It was also suggested that conference should be in a benifitting manner. It was decided to assign Dr. Marin Jose as the coordinator of the conference. Collaboration with CTEF was sought for the same.

The meeting concluded with a vote of thanks to all the participating members by the coordinator.

Jayaprakash

IQAC coordinator



Maria Joseph

Principal

Action taken report of the meeting held on 30/12/2019

The new pattern of AGAR was downloaded and provided to the faculty for study.

The arrangements for the International Conference in collaboration with CTEF has initiated with the various committee been formed and means to rise fund has been sought.



Dr. Alice Joseph

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MINUTES

The meeting began sharp at 10.30 AM on 03/02/2020 in the conference hall. Almost all were present for the same. The principal welcomed the members and the Agenda was reminded by the coordinator.

Members

1. Mr. Alice Joseph
2. Dr. Betty P.J.
3. Dr. Marin Jose
4. Dr. Hemalekha PK
5. Dr. Rachel George
6. Dr. Bindu Joseph
7. Dr. Joby Joy Kurian
8. Dr. Sicily A.A.
9. Dr. Siji John
10. Jerry MA
11. Junicy Joseph
12. Dr. Josephine Joseph

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Implementation

AGENDA 1 : Preparation of AQAR

The following decisions were taken in this regard :

- (i) Study the format of AQAR and the SSR
- (ii) Assigning each faculty with a criteria.
- (iii) A staff meeting to be called immediately for the same.
- (iv) AQAR to be prepared for the year 2015-2016, 2016-2017, 2017-2018 and 2019-2020 as the previous ones were

done in the hard copy format.

- (v) The IQAC Coordinator was asked to continue in the office till the next NAAC visit.

AGENDA 2 : Other Matters

Dr. Hemalatha PK and Dr. Rachel George expressed their desire to reconstitute the IQAC and have new faces in the committee.

Dr. Hemalatha opined that as she was retiring the coming year it would be good to incorporate the junior faculty.

Dr. Rachel George also expressed her desire to be removed from the committee. It was decided to include Dr. Soya Mathew and Dr. Smitha Jose in the IQAC in place of Dr. Hemalatha and Dr. Rachel George. It was also opined that the HOD of the PGAT M.Ed. department should be included in the IQAC Committee. The number of employers in the IQAC could be limited to one as per the latest notification. Hence the new IQAC committee was constituted with the following members.

1. Dr. Alice Joseph

2. Dr. Rosamma Lukose (HOD M.Ed.)

3. Dr. Betty P.J.

4. Dr. Marin Jose

5. Dr. Bindu Joseph

6. Dr. Joby Joy Kuruvai

7. Dr. Sicily AA

8. Dr. Siji John

9. Dr. Soya Mathew

10. Dr. Smitha Jose

11. Jessy MA

12. Jincy Joseph

13. Dr. Mary Joseph

14. Lissy Chakkalakal

Mari
Impfice Syl

15. Dr. Needy Joseph
16. Dr. Josephine Joseph

The website of the college needed a complete updation and Dr. Mari was entrusted with the same. Staff appraisal to be collected by the end of March.

The meeting concluded with a note of thanks proposed by the coordinator to the members namely Dr. Hemelatha, Dr. Rachel George who were moving out.

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IGAC Coordinator

Mintaff

Principal



Action taken : Report of the meeting held on 03/02/2020

- Every faculty has been assigned a Criteria of the AGAR. the team of two and three are studying each criteria and sharing the nuances of the AGAR and ways of documenting the evidences was also discussed.
- The new composition of IQAC Committee members was published in the college notice board and the new members intimated.
- Staff Appraisal was collected.



Alia Joseph
Dr. Alia Joseph